

REGISTERED. 97

OFFICE OF THE ACCOUNT GENERAL (AUDIT) - I
ORISSA, BHUBANESWAR.

Memo No. OAD-3/I.R. No. 320/99-2000/1796 Dated: 27.1.2000
22 No. DI-F's

The Dist. Information & Public Relation
Officer, Balasore.....

Sir,

I am to forward herewith the Inspection Report No. 320/99-2000
..... on account of ^{yours establishment} for the period
from 3/99..... to 9/99..... Reply to the Inspection
Report may please be furnished through ^{Sy. No. 92 P.R. Dept. BSR}
within one month from the date of its issue, kindly acknowledge
the receipt of the Inspection Reports. The following outstanding
paras of Old I.Rs may be treated as settled.

I.R. NO.	Para No.	I.R. NO.	Para No.
① 53/94-95	2, 3, 5, 6, 8
② 320/99-2000	10 (may be dropped subject to verification at the reply during audit)

Yours faithfully,
Sd/-
Sr. Audit Officer
REGISTERED

Dated: 11 JAN 2000

①5 A
AKW
22.1.

Memo No. OAD-3/I.R./320/99-2000/1797 Dated: 7.1.2000

Copy together with a copy of the Inspection Report
forwarded to the ^{Sy. No. 92 P.R. Dept. BSR} for information
and necessary action. special attention is invited to the
irregularities pointed out in paragraphs.....
for necessary action. The compliance for the above Inspection
Report when received may please be forwarded to this Office
alongwith his comments thereon.

Sr. Audit Officer
Dated:

Memo No. OAD-3/I.R./320/99-2000/

Copy together with a copy of the Inspection Report
forwarded to the ^{Collector, Balasore}.....
for information and necessary action.

Sr. Audit Officer
Dated:

Memo No. OAD-3/I.R./

Copy together with a copy of the Inspection Report
for information and necessary action.

Sr. Audit Officer

Office of the Accountant General (Audit)
Orissa, Bhubaneswar

①

96

Draft Inspection Report no. $\frac{320}{1111}$ 1999-2000.

Name of the accounts audited : Cash and contingencies of the District Information & Public Relation Officer, Balasore.

Period of accounts audited : 3/94 to 9/99

Time taken for audit : 6.10.99 to 12.10.99
(5 working days).

Name of the officer-in-charge of the accounts : 1) Sri Bhagabat Das, DIPRO from 16.1.92 to 30.5.94
2) Sri M. R. Choudhury, DIPRO from 1.6.94 to 7.8.94
3) Sri Pravatara Sahu, DIPRO from 8.8.94 to 15.10.95.
4) Sri A. S. Das, DIPRO from 16.10.95 to date.

Name of the officer who audited the accounts : Sri S. Jena, AAO

Name of the Reviewing Officer : Sri N. B. Mishra, Sr. AAO

Scope of audit : A test check and general examination of accounts records pertaining to the period covered under audit.

(2)

95

PART-I.

(a) Introductory :- Nil.

(b) Outstanding Paras of Previous Inspection Report.

Verified
AM
7.12.95

<u>SR no & year</u>	<u>Outstanding Paras.</u>
53 of 94-95	4, 7

<u>Paras proposed to settle.</u>
2, 3, 5, 6 and 8.

(c) Schedule of Persistent irregularities.

- 1) Security deposit was not realised from the person handling Govt Cash and Stores.
- 2) Telephone log book was not maintained.

PART-II 'A'

- Nil -

③

PART - II 'B'

94

2. Cash Book and management of Cash.

From re 10
S. Jena, AAO

The Cash Book of the District Information and Public Relation officer, Balasore was closed with the balance of Rs. 1,30,517=00 and Rs. 1,12,734=00 as on 31.3.99 and 30.9.99 respectively. The following was the mode of keeping the closing balance as on 30.9.99.

Cash	Rs. 21,643=00
Advances	55,668=00.
Paid vouchers.	35,523=00
	<u>1,12,734=00.</u>

The following audit observations were made on management of Cash and Cash book.

i) Retention of departmental receipt in the chest

As per instruction issued by Govt. from time to time and according to the provision of the OTC vol. I, departmental receipts should be deposited into the Govt account within 3 days from the date of its receipt. It was however, noticed from the records that a total amount of Rs. 4,370=25 have received towards departmental receipt during the period from 1986-87 to 1993-94 as should be deposited into the Govt. a/c rather the amount spent towards departmental expenditure without prior approval of Govt. which was highly irregular.

93

(4)

<u>Year of Collection</u>	<u>Amount.</u>
1986-87	1,139.25
1987-88	270.00
1988-89	494.00
1992-93	864.00
1993-94	1,603.00
	<u>4,370.25</u>

Immediate steps may be taken to remit the above amount into the Treasury and Compliance reported to audit.

ii) Retention of Cash in shape of paid vouchers.

Retention of cash in shape of paid vouchers is strictly prohibited vide G.O.P.D letter no 20480/13/F dated 18.7.1964.

It was however, noticed from the records that an amount of Rs. 35,523.00 had been kept in shape of paid vouchers as on 30.9.99 in contravention of Govt. instruction. It indicates that the amount was spent for available cash in hand for departmental exps for which there was no sanction of funds existed.

However, the amount paid vouchers may be cleared by obtaining funds from the Govt. and Compliance reported to audit.

(5)

92

iii) Unspent Amount

In course of audit it was noticed that Rs. 1,27,734.00 drawn for different purposes as per list (enclosed) has remained unspent as on 30.9.99. The above amount relates to the period from 1985-86 to 1999-2000. As per provisions of OTC vol. I, no money may be drawn unless it is required for immediate disbursement. It can be seen from the list that amounts drawn during 1985-86 to 1999-2000 has been retained in cash (ie in shape of paid vouchers / advances / cash) without disbursement. As such, immediate steps may be taken for refund of the same into Treasury under intimation to audit.

(6)

91

3. Temporary misappropriation by delayed account for of receipts.

Dom no 11
S. Jena, AAO

In course of general examination of the Cash book it was noticed that a total amount of Rs. 3,172.10 were received through money receipt but delayed accounted for in the Cash book as shown below

Receipt no and date.	Amount	Date of accountal in the Cash book	Particulars
46/9160 dt 25.4.94	Rs 298.10	30.5.94	Sale proceeds of old news paper.
47/9160 dt 17.5.94	Rs. 25.00	30.5.94	Hire charges of vehicle.
48/9160 dt 27.5.94	Rs 25.00	30.5.94	- do -
10/62854 dt 25.1.96	Rs 1000.00	29.2.96	Distributions of Prizes.
11/62854 dt 29.1.96	Rs. 824.00	29.2.96	Sale Proceeds of old news paper.
15/62854 dt 13.8.97	Rs 1000.00	20.8.97	Distributions of Prizes for Independence Day
	<u>Rs. 3,172.10</u>		

It would be seen from the above that the amounts received were accounted for in the Cash book beyond a period ranging from 3 days to 1 month 6 days which was not only irregular but also temporary misappropriation of Govt money.

Contd...

-7-

90

On this being pointed out in audit no suitable reply could be furnished to audit except to reply that the date put in MR was not actually the date of receipt of the money.

The reply was not accepted in audit.

However, the fact ^{is} ~~may be~~ brought to the notice of the higher authority for necessary action and action taken thereof, may be intimated to audit.

4. Non Payment of house rent to Rs. 1,33,515-00
of the Private hired building

mm 16
B. Mishra
Sr. A.C.

A Private building of Sri Binod Bahari Das was taken on hire basis for functioning the MMC and A.V. Store at Balason by the DIPRO, Balason since 1.9.95 due to non availability of Govt. building. Necessary certificate of "non availability" of Govt. building was issued by the Executive Engineer (R & B) Balason from time to time. The fair rent of the hired building was fixed by the Asst. Executive Engineer Balason (R & B) Srini at Rs. 2,565/- p.m. from 9/95 to 3/98 and Rs. 3000/- p.m. from 4/98 onwards (ie from 1998-99 to 2000-2001) in due date. For hiring the building necessary agreement was executed between the house owner and the tenant (ie DIPRO, Balason).

The building was hired since 9/95 but no house rent from 9/95 to 9/99 to the extent of Rs. 1,33,515-00 was paid to the house owner till date. Details shown below

9/95 to 3/98 (21 months) at Rs. 2,565/- p.m.	Rs. 79,515-00
4/98 to 9/99 (18 months) at Rs. 3,000/- p.m.	54,000-00
	1,33,515-00

In this connection the house owner is requested to be

-9-

98

DIPRO, Balacoot to pay the house rent. But the tenant have not paid the house rent in time. As a result, there was a huge accumulation of house rent to Rs. 1,33,515-00 as on 30.9.99.

On this being pointed out in audit it was replied that due to non-receipt of allotment, house rent could not be paid to the house owner proper.

However, the fact may ^{be} brought to the notice of Govt. for early sanction of house rent ~~and pay~~ ^{to be repaid} the house rent to the house owner under intimation to audit.

5. Non Payment of electricity charges Rs. 16,752.60.

M.P. 14
B. Ministry
So. 11.92

Govt. of Orissa, Information and Public Relation Department in their letter no 30803 dt 22.7.92 instructed to open an "Information Centre cum Reading room" in the NAC area at Jaleswar. Accordingly, a private building of Sri Padma Kumar Mandal at Jaleswar was taken on hire basis since 6.11.92 due to want of Govt. building to function the Information Centre cum Reading room. Necessary agreement between the house owner and DIPRO (is tenant) Balasore was executed. As per agreement, electric charges to be paid by the tenant.

It was noticed from records that electric charges since inception of hiring of building was not paid to the OSEB/GRIDCO. As such there was an accumulated electric charge (bills) to the tune of Rs. 16,752.60 for the period from 11/92 to 12/99. It was noticed from letter no 722 dt 19.7.99 of the Executive officer, NAC Jaleswar addressed to the DI. PRO, Balasore that GRIDCO has disconnected the supply of electricity to the J/c cum R.R. due to non payment of electric bills. As a result, supply of J/c cum R.R. at existing house has badly disrupted and the centre was remaining closed in evening hours. But no suitable steps appear to have been taken by the DI. PRO, Balasore to clear the outstanding electric bill paper (9/99).

- 11 -

ofc

On this being pointed out in audit it was replied that no sanction has been received from Govt. soon after receive the amount the electric bill will be paid.

Effective steps may be taken to obtain allotment of funds for payment of arrears electric bill and the fact of payment of electric bill may be intimated to audit.

6. Non adjustment of advances to Rs. 55,668/-

Pom no 12
S. Jena, AAO

Gort of Orissa, Finance Deptt.
in their letter no 43784 dt 2.12.85 and no 3887/28/86
and provisions under OTC, vol-I, advance should
be recouped within one month from the date
of payment and no subsequent advances may
be paid to a person unless first advance is
recouped / adjusted.

It was however, noticed from
the closing balance of the cash book that
there was un-recouped advances to the extent
of Rs. 55,668-00 as on 30.9.99 as shown in
annexure A to the report. It would be seen
from the list that advances paid to the differ-
ent officials have remained un-recouped
ranging for the period from one month to 4-5
years. The Gort officials have been paid
second ~~and~~ and even subsequent advances
without recouped of previous advance,
which was irregular. As a result, so much
advances were accumulated from months
together.

Further, a sum of Rs. 22,868-00 was
outstanding against Sri Pravalok Sahoo, Ex-
DIPRO, Balasore who was relieved on
transfer from this office on 15.10.95. But
the amount could not be recouped /
recovered from him before his relief and
not even mentioned in the L.P.C of Sri Sahoo.

Contd.

- 13 -

84

On this being pointed out in audit it was replied that steps are being taken to recover the advances by obtaining proper vouchers from the person concerned, failing which, the amount will be recovered from the defaulters.

Adjustment of the advances may be intimated to audit.

7. Unauthorized expenditure of Rs. 25,522-00.

Form No. 13
S. Jena, AHO

Govt of Orissa, Finance Deptt. in their letter no 20480/13/F dated 18.7.1964 has instructed not to keep money in shape of paid vouchers. It was however, noticed that a total amount of Rs. 25,522-00 has kept in paid vouchers as on 30.9.79. The details of the paid vouchers are shown in the annexure B. to the report.

The Drawing and Disbursing officer is authorised to incur expenditure in respect of amount for which the office received allotment from the competent authority. No expenditure can be incurred by the DDO on purposes for which no budget provision is made and allotment received. But the D1 PRO, Balasore has incurred expenditure of Rs. 25,522-00 on different purposes out of available cash for which no budget allotment was received. Out of the above amount, an amount of Rs. 21,513-00 was spent from 1989-90 to 1995-96 (upto 15.10.93) in an anticipation to get allotment but no funds was received so far (9/79). As the amount spent unauthorisedly out of available cash in absence of Govt. sanction/allotment the same may be recovered from the person responsible for incurring such unauthorised expenditure. The balance

- 15 -

82

amount of Rs. 14,010=00 was spent during the period from 16.10.95 to 30.9.99 out of available cash without Govt. sanction and allotment of funds.

On this being pointed out in audit it was replied that steps is being taken to obtain sanction of allotment and receipt of the paid vouchers.

Immediate steps may be taken to obtain additional allotment of funds and receipt the paid vouchers. Failing which the amount may be recovered from the person responsible for this and intimate to audit.

8. Irregular booking of final expenditure to
Rs. 15,000/-

Am m, 19
S. Jena, AHO

It was noticed in audit that the DPRO, Balasore had received allotment of Rs. 10,000/- and Rs. 5,000/- during 1997-98 and 1998-99 respectively for "Balasore Mahotsab". The amount was drawn vide Bill no 127/97-98 and 143/98-99. The above amount was paid to the Project Director, BRDA, Balasore as advance for performance of the Mahotsab. The above amount although was paid as advance against money receipt but shown as final expenditure in the Cash book on 30.3.99 and the money receipt granted by the PD, BRDA, Balasore was treated as the vouchers for the above expenditure. In this connection it may be pointed out that the amount was received for performing Mahotsab, the detailed vouchers in support of the expenditure will only be treated as vouchers against the capex, but in the instant case no detailed vouchers in support of the expenditure was available in audit. As such, Rs. 15,000/- shown as final expenditure on 30.3.99 can not be accepted as expenditure.

Further, out of the above amount of Rs. 15,000/-, an amount of Rs. 10,000/- received during 1997-98 but spent during 1999-2000 for which no prior approval was obtained from the competent authority.

Contd...

- 17 -

On this being pointed out in audit, it was replied that the amount was paid to the DRDA on money receipt for expenditure on Maholshab as per direction of Sub. Committee. The same will be regularised soon after receipt of vouchers from the DRDA.

Regularisation of expenditure by obtaining details vouchers from the DRDA authority may be intimated to audit.

9. Non-realisation of house rent from
Sri Pravanar Sahoo, Ex-DIPRO.

Form no. 17
N. B. Mishra
Sr. AO

Govt. of Orissa, Information and Public Relation Dept. in their letter no. C-11-25/96/139304 dt. 20.12.96 ~~has~~ directed to recover house rent for the period from 1.3.95 to 31.8.95 from Sri Pravanar Sahoo, Ex-DIPRO, Balasore for using a portion of hired rented building of M.M.C and A.V. Stores, Balasore @ 10% of his basic pay or subject to maximum 50% of the hired house rent as per Delegation of Financial Power Rules 1973, Annexure-15. But the same was not recovered from Sri Sahoo, Ex-DIPRO Bofas.

It was noticed from records that Sri Sahoo, EX-DIPRO was drawing pay at Rs. 2000/- PM upto 7/95 and Rs. 2,060/- PM from 8/95. As such, an amount of Rs. 1,206/- is to be recovered from Sri Sahoo, EX-DIPRO as per details shown below.

1.3.95 to 31.7.95 = 5 months	Rs. 1000/-
Basic Pay Rs. 2000/- @ 10% of Rs. 2000	
Comes to Rs. 200.00 for 5 months	
1.8.95 to 31.8.95 = one month	206/-
Basic Pay Rs. 2060/- @ 10% of Rs. 2060/-	
Comes to Rs. 206/- for one month.	
	<u>Rs. 1206/-</u>

- 14 -

78

On this being pointed ^{out in} audit it
was replied that the matter will be
communicated to Sri P. Sahoo, Ex-DIPRO
for payment the amount as directed by
Govt. vide letter no. 37304 dt 20.12.76.

Realisation of the amount from
Sri Sahoo, Ex-DIPRO and remittance ^{the same} to the
Treasury may be intimated to audit.

10. Expenditure on maintenance of Govt. vehicle.

2010-11
B.N. Birla
55.42

Govt. of Orissa, Finance Deptt. in their notification no Codes-11/91/23724/F dated 21.6.91 has fixed annual ceiling of expenditure on maintenance and repairs of Govt. vehicle. Any expenditure beyond the prescribed limit should be regularised by obtaining prior approval from the competent authorities.

It was however noticed from the records that annual ceiling of maintenance of vehicle for fourth year and fifth year have been exceeded to Rs. 5408 and 5525/- respectively as shown below against jeep no OR-2-7688.

Year of running	Expenditure incurred	Admissible	Excess.
4th year	Rs. 8455/-	Rs. 3050/-	Rs. 5408/-
5th year	Rs. 20470/-	Rs. 14950/-	Rs. 5525/-

The above excess expenditure may be regularised by obtaining approval from the competent authority under intimation to

B) Fuel Consumption of P.O.L

Govt. of Orissa, Finance Deptt. in their circular no 37031 dt 14.8.92 has fixed consumption of P.O.L at 130 litres per vehicle per month for the district level officer.

- 21 -

74

The Public Relation officer as a district level officer is empowered to consume 130 litres P.O.L per month. It was however, noticed from the log book of jeep OR-02-7688 that a total 3702 litres of diesel has been consumed for the period from 4/94 to 3/96 against the admissible limit of 3120 litres (for 24 months \times 130 lit. per month) details shown in annexure D to the report. As such, there was an excess consumption of P.O.L ~~to~~ to 582 litres (3702 - 3120). The cost of diesel for 582 litres at Rs. 7.58 (approx). Per litres comes to Rs. 4411.56 (582 \times Rs. 7.58). The excess expenditure of P.O.L may be explained by obtaining ex-post-facto approval from the competent authority under intimation to audit.

- 22 -

73

PART- III

A last audit note containing minor and procedural irregularities is issued on spot. Compliance of which along with relevant records may be shown to next audit.

R. G. G. G.
7.1.2000.

Sr. Audit Officer,

72

003-320

- 23 -

ANN - K

41
Cr.

BOOK

October 19 99

Month & Date	PARTICULARS	Ledger Folio	Amount		Amount		Total Amount	
			Rs.	P.	Rs.	P.	Rs.	P.

6-10-99.

Expenditure - Rs. 118 -
C. B. Ac. - 1,12,794.90.
Grand Total - 1,12,794.90.

Clashes one lakh Twelve thousand Seven hundred and twenty four -
Paise ninety - 2.

Cash - 20043.90
Bd. 57168.00
Bd. 35523.00
1,12,734.90

Dist. Information
Public Relations Officer
BALASORE.

100 x 150 = 15,000.00
50 x 100 = 5,000.00
10 x 4 = 40.00
2 x 1 = 2.00
Cash 1.00
20043.00

Candified Mint, Cash
of Rs. 20043.90 physically
verified on 6.10.99 by
presence of audit and
Jawal Expert.

physically verified to Cash
and found intact at about 20000.

Dist. Information
Public Relations Officer
BALASORE.

Dist. Information
Public Relations Officer
BALASORE.

Analysis for the Month of September, 1999

71

Bill no.	228/85-86	21.50
"	157/84-85	54.95
"	79/84-85	28.95
"	61/84-85	32.30
"	152/84-85	11,300.20
"	204/84-85	54.20
"	116/83-84	2,285.10
"	21/82-83	1,32.00
"	28/82-83	160.00
Bill no.	112/82	268.50
"	"	25.00
"	"	795.25
"	"	230.00
		<u>6,108.20</u>

Bill no.	25/88-89	100.00
"	14/88-89	845.00
"	47/88-89	1100.00
"	87/88-89	999.00
Bill no.	20/88	499.00
Bill no.	202/89-90	119.00
"	226/89-90	209.00
"	214/89-90	725.00
"	222/89-90	82.00
		<u>16,91.00</u>

Bill no.	89/90-91	24.00
"	187/90-91	900.00
"	47/92-93	1648.00
"	32/92-93	56.00
"	50/92-93	2.95
"	69/92-93	32.00
"	140/92-93	180.00
"	145/92-93	544.15
"	211/92-93	498.00
Bill no.	36/10-2003	539.00
"	29/22-2003	5.00

Bill no.	147/15-2004	45,15.60
Bill no.	46/25-4-99	80.00
"	47/12-5-99	25.00
"	48/22-5-99	25.00
"	49/30-5-99	25.00
Bill no.	42/5K-7160	797.00
Bill no.	114/9-2004	55.00
"	107/9-2004	35.00
Bill no.	44/1-1116	25.00
Bill no.	22/11-2004	63.00
Bill no.	63/92-93	5600.00
Bill no.	198/15-3-99	247.00
Bill no.	143/8K-88	20.00
Bill no.	157/24-11-99	77.00
"	178/15-3-99	77.00
"	181/15-3-99	800.00
		<u>15,609.00</u>

Bill no.	210/24-3-99	519.00
"	185/24-2-99	15,990.00
"	184/23-2-98	10,000.00
"	172/15-2-98	529.00
"	182/15-4-98	225.00
"	184/15-7-98	77.00
"	157/15-7-98	117.00
		<u>27,230.00</u>

Bill no.	37/24-6-98	200.00
"	"	"
"	114/11-12-98	36.00
"	133/22-12-98	246.00
"	127/22-12-98	200.00
"	124/25-10-98	216.00
"	12-11/27-2-96	529.00
"	8/27-9-95	462.00
		<u>3,285.00</u>

Bill no.	147-41-15-3-96	172.00
150-41	15-3-96	240.00
152-41	15-3-96	3,100.00
153-41	15-3-96	419.00
154-41	15-3-96	905.00
155-41	15-3-96	279.00
156-41	15-3-96	250.00
161-41	15-3-96	25,400.00
162-41	15-3-96	800.00
163-21	15-3-96	2,150.00
		<u>32,120.00</u>

Bill no.	52-41-7-10-96	20.00
"	65-41-2-19-96	20.00
"	66-41-22-9-96	170.00
Telephone		6.00
Bill		5.00
Bill no.	140/15-2004	552.00
		<u>1,552.00</u>

Bill no.	224/10-2004	248.00
"	220/10-11-2004	324.00
"	153/10-12-2004	462.00
"	154/10-15-2004	162.00
"	155/10-15-2004	249.00
"	156/10-15-2004	250.00
"	157/10-15-2004	125.00
"	158/10-15-2004	247.00
"	160/10-15-2004	200.00
"	161/10-15-2004	100.00
		<u>2,488.00</u>

Bill no.	39/6-10-97	939.00
Bill no.	60/6-10-97	520.00
"	117/12-3-98	511.00
"	118/12-3-98	511.00
"	119/12-3-98	511.00
137/12-3-98		103.00
137/12-3-98		5000.00
132/12-3-98		22.00
		<u>7,683.00</u>

[Signature]
Dist Information and
Public Relations Officer

- 25 -

September - 90,

Page - 2

70

1) B.M.A.C. 133 dt 12.11.88	2000.00
2) B.M.A.C. 137 dt 18.3.89	1000.00
3) B.M.A.C. 135 dt 18.3.89	200.00
4) B.M.A.C. 139 dt 18.3.89	700.00
5) " " 140 dt 18.3.89	700.00
6) " " 141 dt 18.3.89	1000.00
7) " " 142 dt 18.3.89	500.00
8) " " 143 dt 18.3.89	1500.00
9) " " 144 dt 18.3.89	1500.00
10) " " 146 dt 18.3.89	2000.00
11) " " 147 dt 18.3.89	1000.00
12) " " 148 dt 18.3.89	5000.00
13) " " 149 dt 18.3.89	1235.00
14) " " 150 dt 18.3.89	1340.00
15) " " 151 dt 18.3.89	2647.00
16) " " 152 dt 18.3.89	2712.00
17) " " 153 dt 18.3.89	919.00
18) " " 154 dt 18.3.89	554.00
19) " " 155 dt 18.3.89	1000.00

1. 6105.20
2. 4671.00
3. 4515.00
4. 15609.10
5. 22130.00
6. 3203.00
7. 12642.00
8. 1552.00
9. 2488.00
10. 3653.00
11. 27551.00
<hr/>
113202.90
4000.00
4000.00
2000.00
114202.90
<hr/>
112734.90

Total Rs. 25551.00

for discharge 470.00

11-A-22/28-77

2000.00
25551.00

112734.90

(Rupees 112734.90 one lakh twelve thousand - seven hundred thirty fouraise ninety paise).

Dis. Information and
Public Relations Officer
BALASORE.

- 26 - DUE Standing Advance. 69 ANNEXURE - A
Advance position of Sr. A. K. Malakar, Store Keeper.

Sl. No.	Purpose of Advance	Advance under	Date of Advance	Amount	Remarks	
1-	1	2	3	4	5	6
1-	Repurchase of vehicle No. CR-02-2688.	11. V.	10.9.98.	2000.00		
2-	do	"	29.9.99.	2200.00		
3-	do	"	15.9.99.	600.00		Advance not returned.
4-	do	"	26.3.99.	1200.00		
5-	Office Car	o/c.	25.2.99.	500.00		
6-	Sr. B.P. Mukherjee Band	Spl. rate band	10.9.98.	200.00		Given not adjusted.
7-	Specialty Band	"	26.9.98.	200.00		
8-	Kamali Band	"	2.8.98.	1000.00		
				<u>7848.00</u>		
				<u>9400.00</u>		

-27-
Advance Petition against Sri. Sawanta Saloo, Ex - 8.14 P. P. O. Badamere. 68

Sl. No.	Advance taken for purpose.	Advanced under which.	Date of return.	Amount taken.	Remarks.
1.	Advance of battery	Office Cont.	2.3.25	250.00	- - - No provision.
2.	Video plotting	Video plot Service.	2.3.25	1250.00	- - - Not sanctioned by Govt.
3.	Arrangement of trip to Karnataka State. Budget page - 94	Special/retailer	4.3.25	2000.00	- - - No sanction.
4.	Purchase of Reception Equip.	A.V. Cont.	4.3.25	2460.00	- - - No sanction.
5.	Purchase of Exhibition articles.	Exhibition	31.3.25	10,000.00	- - - Articles not listed of
6.	Telephone Bill/charges.	Telephone	16.8.25	6908.00	- - - Shortage of allotment, due to excess emp.

Total Rs. 22868.00
 Purpose exceeds Rs. 100 thousand Budget limit. See page 94

-29- 2011-12-15 ANNEXURE-15

Advance portion against the first entry Sec. 81 & 82, Bangalore. 67

Sl. no.	Advance portion for the purpose	Advance of under work	Date of Advance.	Amount taken.	Remarks.
1	2	3	4	5	6
1-	Concessn By - 78	Sp. celebration	21.3.78	2000.00	Amount but expended has not reflected in book. book is adjusted to the original way seen.
8-	Charandasaar Melk - 78	" "	10.4.78	5000.00	
3-	Car festival - 78	" "	11.6.78	5000.00	
4-	Independence Day - 78	" "	1.9.78	1000.00	
5-	Quintecenary week - 78	" "	20.11.78	1000.00	
6-	Republic Day - 78	" "	28.1.79	1000.00	
7-	Crusca Day - 79	" "	1.4.79	2000.00	
8-	Exhibition - 79	Exhibition	1.4.79	5000.00	
9-	Charandasaar Melk - 79	Sp. celebration	1.4.79	1500.00	
10-	Swachh Bharat Mission	" "	28.4.79	1000.00	
11-	Rural Exhibition	Exhibition	9.3.79	1500.00	
12-	Car festival	Sp. celebration	15.3.79	500.00	
13-	Independence Day - 79	" "	22.8.79	200.00	
14-	Gandhi Jayanti	" "	24.9.79	208.00	
Total advance 55,668.00 on 30.9.79				Rs. 29,400.00	

Dist. Information Officer
Public Relations Officer
BANGALORE.

-29- Paid vouchers ^{to} ANNEXURE-13

1) Vouchers for the Pension of Sri. Sahagat CA-DCS, Sr. D/E PRO
BLS.

1)	Songs + Drama (BHS)	2000=
2)	" " (FHS)	2000=
3)	Exhibition	3000=
A)	Reading Room opening ceremony of Inlston.	2500=

Total Rs. 9500=

(2) Vouchers for the Pension of Sri. Praveen Sahel, Sr. D/E PRO
BLS.

1)	Cultural Programme.	350=
2)	Photo graphs.	48=
3)	Spice part of vehicle.	18=
A)	Fest arrangement.	600=
5)	Office cost.	120=
6)	Songs + Drama	3500=
		<hr/>
		Total. 5068=

3) Pension voucher.

1-10 nos. Telephone bill. Rs. 13965=

2- G.O.L. Rs. 45=

Total Rs. 14010=

Said vouchers which are taken at the time of change taken by
Shri Chagabhai Das N.P.R.O. from Shri S.E. Pathanrao Das - N.P.R.O.

No.	Name of the firm/Persons.	Date & Numbers of vouchers.	Amount	Subjects.
1	2	3	4	5
1.	Sudhoshan Singh	22.5.89	1,500.00	Exhibition
2.	Pirajabon, Pshakti	25.1.89	100.00	Repairing Reg-57
3.	P.K. Sahni	26.1.89	200.00	do
4.	O.S.E.B	527764 dt. 7.1.88.	57.00	Electric charges.
5.	Chalun Deposited on O.S.E.B	6/5/1/88	15.00	Chalun for Electric connection.
6.	Laxmi Motor works	6/11/1/90	60.00	Tyre repair
7.	J.P. Tyre & Tube Rep. shop.	6/23/1/90	13.00	Tyre repair - ORB 2720
8.	Agarwala Auto Parts.	3299/20/1/90	122.00	spare parts "
9.	Janta Automobiles, etc.	1340/2/2/90	25.00	" "
10.	Agarwala Auto Parts.	3314/21/2/90	23.00	" "
11.	L. Tyre Vulcanizing Works.	25.2.90	19.00	Tyre repair 588 2730
12.	Laxmi Motor works	596	16.00	Vehicle repairing
13.	Keem Tyre Service	768/21/2/90	13.00	Tyre repair "
14.	Jastania Auto Centre	9293 21/3/90	47.00	Fan belt ORB 2720
15.	Keem Tyre Service	131/6/1/90	18.00	Tyre repair "
16.	" " " "	195 dt. 11.7.90	10.00	" " "
17.	Keem Tyre Service	197/21.13/1/90	20.00	" " "
18.	Jastania Auto Centre.	9375/17.4.90	13.00	" " "
19.	Keem Tyre Service	580/21.7.90	11.00	" " "
20.	" " "	554/11.5.90	10.00	" " "
21.	" " "	693/13/1/90	18.00	" " "
22.	New Champion Tyre works.	71.25.6.90	23.00	" " "
23.	Shankar Auto Electric works	305/27/1/90	80.00	repairing chassis
24.	Janta Automobiles.	355/22.1.90	47.00	Fan belt "
25.	Agarwala Auto Parts.	845/19.7.90	257.00	spare parts "
26.	" " "	893/19.7.90	998.00	" " "
			3852.00	G.O.

	2	3	4	64
			B.F. 2852	
27	B. Sanjaya	32/10/87	15:00	Open set for CRB/24
28	G. Mohanty	1.8.87	13:00	K. out.
29	R. C. Sethi	20.9.87	15:00	" "
30	P. Behara	14.8.87	30:00	K. out.
31	Boswanath Karisporasuf	60/4/81-1988	9:00	Retrad.
32	R. K. Jena	8.6.87	15:00	K. out.
33	H. Sahin	11.9.87	15:00	K. out.
34	B. Sahu	25.4.87	15:00	K. out.
35	R. C. Sahu	15.4.87	15:00	"
36	A. K. Das	12.1.87	30:00	K. out.
37	S. Saha	17.4.87	15:00	K. out.
38	G. C. Saha	18.5.87	15:00	K. out.
39	B. Das	18.5.87	15:00	K. out.
40	R. C. Saha	19.5.87	15:00	"
41	B. P. Das	18.5.87	15:00	K. out.
42	K. Saha	18.5.87	15:00	K. out.
43	K. Saha	15.7.87	15:00	"
44	K. Saha	8.7.87	15:00	"
45	N. M. S. Saha	2.10.87	10:00	Labour charges
46	R. Behara	1.10.87	40:00	Labour charges of labour
47	Banjara warty	30.9.87	39:00	Cost of Ele. Bill
48	Boswanath Karisporasuf	6830/30.9.87	8:00	" " "
49	Somata Saha	15.4.87	15:00	Cost of battery
50	H. Saha	21.8.87	6:00	Washing charges (cloth)
51	G. Das	14.5.87	20:00	Cost of rope
52	Lower Ganga stn	2000/14.8.87	34:00	Cost of battery
53	Boswanath Karisporasuf	5777/14.8.87	8:00	Cost of Western
54	B. Mahalik	14.7.87	4:00	Reksham fire
55	S. Singh	5.2.87	7:00	Reksham fire
56	B. Mahalik	13.7.87	5:00	Reksham fire
57	K. Momenali	5/7/87	12:00	" "
			Rs. 1442	

	32	2	1	675
58	Dr. K. S. Singh	15-7-87	1112	600
59	Manoj Choudhary	5/7/87		480
60	A. Mananda	9-7-87		600
61	P. C. Das	5-7-87		320
62	M. Kout	16-7-87		225
63	K. K. Saha	2-7-87		200
64	A. Senapati	12-5-87		300
65	Madan Mohan Deorodars	14-7-87		260
66	B. Saha	4-7-87		69
67	B. Saha	4-7-87		20
68	B. Das	5-7-87		10
69	B. Nayak	8-7-87		75
70	O. S. E. B.	03087 7/4/90		100
71	Postal receipt	3/48		25
72	Asha Verity Store	23/18-7-90		18
73	Volt & Voice	28-7-87		800
74	Volt & Voice	5/3/87		330
			6945	
<p>(Rupees Six thousand Nine hundred forty five)</p> <p><i>[Signature]</i></p> <p>District Information and Public Relations Officer, Balasore</p>				
<p>1 Bhuyat St. 213/-</p> <p>2 Bhel Number 4802/-</p>				

Statement showing the idle stock of furniture and fixtures worth of Rs 21,748/-

Sr No	Date of Purchase	Description	Quantity	Rate	Amount
1	18.12.92	Steel Table	4 No	@ 1350/-	Rs 5400/-
2	-do-	-do-	1 No.	@ 1550/-	1550/-
3	18-12-92	Stools	1 No.	@ 100/-	100/-
4	18.12.92	Wooden Table	1 No.	@ 200/-	200/-
5	-do-	-do-	1 No.	@ 250/-	250/-
6	19.3.93	-do-	1 No.	@ 600/-	600/-
7	18.12.92	Ceiling Fan (Usha)	2 Nos	@ 780/-	1560/-
8	18.12.92	Tube light with fitting	4 Nos	@ 210/-	840/-
9	26.5.93	Steel Almirah	1 No.	@ 3392/-	3392/-
10	-do-	Wall Clock	1 No.	@ 365/-	365/-
					Total Rs 14,257/-
11	7.12.92	Radio with battery Electronics (Phillips)	1 No.	@ 996/-	996/-
12	18.12.92	(a) Television (Konark Rohini)	1 No.	4559/-	6495/-
		(b) stabilizer	1 No.	850/-	
		(c) Antenna	1 No.	890/-	
		(d) One Canal	1 No.	200/-	
Grand total					Rs 21,748/-

- 34 -

Inventory - D

61

years	Months	ONS	Receipt	Total	Total Consumed	Balance
94-95	4/94	6 1/2 lbs	360 lbs	366 1/2 lbs	364 lbs	2 1/2 lbs
	5/94	2 1/2 "	399 "	401 1/2 "	408 1/2 "	1 "
	6/94	1 "	60 "	61 "	60 1/2 "	1/2 "
	7/94	1/2 "	70 "	70 1/2 "	68 "	2 1/2 "
	8/94	2 1/2 "	90 "	532 1/2 "	40 "	12 1/2 "
	9/94	12 1/2 "	115 "	129 1/2 "	118 1/2 "	9 "
	10/94	9 "	165 "	174 "	171 "	3 "
	11/94	3 "	105 "	108 "	101 "	7 1/2 "
	12/94	7 "	182 "	189 "	183 1/2 "	5 1/2 "
	1/95	5 1/2 "	110 "	115 1/2 "	113 "	2 1/2 "
	2/95	2 1/2 "	238 "	238 240 1/2 "	228 "	12 1/2 "
	3/95	16 1/2 "	230 "	246 1/2 "	228 "	18 1/2 "
					1929 lbs	

Years	Months	Qty	Receipt	Total	Consumed	Balance
1996	4/96	18 1/2 lbs	265 lbs	283 1/2 lbs	276 lbs	7 1/2 lbs
	5/96	7 1/2 "	108 "	115 1/2 "	102 "	13 1/2 "
	6/96	13 1/2 "	155 "	168 1/2 "	149 1/2 "	19 "
	7/96	19 "	105 8/5 "	124 7/10 "	119 1/2 8/4 "	4 1/2 20 "
	8/96	4 3/4 "	85 160 "	84 1/2 87 "	84 1/2 87 "	4 1/2 26 "
	9/96	26 1/2 "	160 "	164 1/2 "	154 "	10 1/2 "
	10/96	10 1/2 "	190 "	200 1/2 "	188 1/2 "	22 "
	11/96	22 "	215 "	237 "	187 "	50 "
	12/96	30 "	40 "	90 "	71 1/2 "	18 1/2 "
	1/97	18 1/2 "	190 "	208 1/2 "	195 "	12 1/2 "
2/97	12 1/2 "	115 "	127 1/2 "	97 1/2 "	30 "	
3/97	30 "	170 "	168 1/2 " 200 "	168 1/2 "	31 1/2 "	
						773 lbs.

Consumed = 1929 + 1773 = 3702 lbs
 Administ'd = 130 x 24 months = 3120 "
 Excess from 4/96 to 3/97 = 582 lbs



[Click Here & Upgrade](#)
Expanded Features
Unlimited Pages